

**BOARD OF
SELECTMEN
MEETING
MINUTES**

September 6, 2016

Town Hall

Chairman James Brochu; Selectman Robert J. Fleming; Selectman Gary Daugherty; Town Manager, Blythe C. Robinson; Executive Assistant, Sandra Hakala

The meeting was called to order in the Main Hall at 6:00pm by Chairman Brochu who led the pledge of allegiance.

INVITED GUESTS

A ceremony was held to ceremoniously award Lieutenant Rivard with his shield. Police Chief Michael Bradley welcomed town officials, Representative Muradian, department members, citizens, family and friends and thanked them for attending the promotional ceremony.

Chief Bradley stated in his introduction “I have the pleasure of promoting Sergeant Bruce Rivard to the position of Lieutenant, a position that has been vacant in the department for many years. In this budget cycle, with the support of the Town Manager and Board of Selectmen, I have changed the rank structure of the department from a Chief and three Sergeants, to a Police Chief, Lieutenant, and two Sergeants. This change will create a clearer chain of command within the department and open a career path for future officers whom aspire to be executive officers.

Bruce Rivard has been employed with Upton Police Department since 1984, first as a reserve officer from 1984 until 1990 when he was appointed as a full time officer. For the past 16 years he served in the role of Police Sergeant and our investigations supervisor where he worked diligently to successfully clear hundreds of cases. During this time Sergeant Rivard has also been responsible for planning and coordinating police operations for special events.

If you have had the opportunity to work with Sergeant Rivard, you know he understands and embraces our mission to provide quality police services in partnership with the community we serve. It is also important to recognize that the success of any individual in our department is a product of the teamwork and dedication of the members of our team, and I thank all of our officers for their continued support and hard work. I am confident Bruce Rivard will be successful in his new position as Police Lieutenant and will continue provide leadership to the Upton Police Department.”

The meeting continued in the Little Town Hall meeting room.

MINUTES

Motion #1: Motion made by Selectman Fleming to approve the August 23, 2016 regular session meeting minutes.

Second: Selectmen Daugherty, Unanimous Chairman Brochu.

Motion #2: Motion made by Selectman Fleming to approve the August 23, 2016 executive session meeting minutes.

Second: Selectmen Daugherty, Unanimous Chairman Brochu

43 **INVITED GUESTS**

44 **Rep. Muradian**

45 Rep. Muradian met with the Board and provided them with an update on activities at the State
46 House. The Board thanked Rep. Muradian for meeting with them on a continuous basis and
47 stressed the importance of Chapter 90 funding and the hardship to the Town for repairs to the
48 Fiske Mill bridge.

49
50 **Ken Glowacki – 3 Milford Street Parking**

51 Mr. Ken Glowacki asked the Board for their position on utilization of the public parking lot in
52 front of the Memorial Playground. At a recent meeting of the Planning Board Mr. Glowacki
53 spoke of his option to purchase the former Holy Angels Church and his efforts to explore other
54 uses for the building. The Planning Board had informed him that depending on the use, parking
55 needs to be provided, and if he wanted use of this parking lot he should come before the Board of
56 Selectmen.

57
58 Mr. Glowacki stated that without the use of municipal parking the property is worthless and felt
59 that this historic building would be in line with the village district concept currently being
60 discussed amongst town boards. Mr. Glowacki is exploring building use options and is
61 considering leasing the space for restaurant use and will also meet formally with the Library
62 Feasibility Committee to discuss this option.

63
64 The Board of Selectmen are open to consideration but stated it was too early in the game to
65 provide any feedback until more information is given. They are reluctant to surrender the use by
66 other residents and felt protective of what might be lost.

67
68 **RECOGNITION**

69 With regret Selectmen Fleming offered condolences to the family for the passing of Robert
70 Coffin. He served as a part-time police officer with the Upton Police Department for many years.

71
72 **MANAGER'S REPORT**

73 The demolition of #2 Grove Street took place on Thursday. The project went smoothly and the
74 lot has been cleared. The approval from Conservation is anticipated next week, and site plan
75 review with the Planning Board is scheduled for September 13th. The parking lot cost estimate
76 from the engineer is forthcoming.

77
78 The home located at #60 School Street has been boarded up by an outside contractor, and at the
79 request of an abutter, that yard has been treated for fleas. At the Finance Committee meeting on
80 Wednesday night the Board approved \$6,000 from the Reserve Fund to pay for the costs of work
81 carried out by the Board of Health for this project. Their preference regarding the expenses
82 incurred by the Fire Department and payroll for Fire and Animal Control is taken up as part of a
83 budget adjustment at the Special Town Meeting in November. The social services staff
84 continues to work with the owners to help them identify other housing opportunities.

85
86 Bonnie Flink has resigned her position as the Recreation Director with the Town. She will be
87 transitioning over the next two weeks as the Board begins a search for a new Director. Ms.
88 Robinson wishes her well in her future endeavors.

The preliminary draft of the Village Center Zoning Bylaw has been posted on the website. The Planning Board will be taking up a revised version at their September 13th meeting, and will schedule a public information meeting on the bylaw on Tuesday, September 27th to be held at the Nipmuc High School Auditorium. A letter inviting all property owners affected by this change will be sent out ahead of the meeting.

The Public Works Director and Ms. Robinson are working on updated procedures and requirements for contractors that are hired annually for snow plowing operations. It has been strongly recommended by the Town's insurer MIIA that insurance requirements of past years do not adequately protect the Town against claims, and that the procedures to ensure all trucks are registered, insured, inspected and such needed to be refined. A meeting will be held with all contractors to brief them on the new requirements and assist them to be in compliance before winter begins.

The gate has been installed at Heritage Park. When time permits DPW will have staff paint it so it fits in with the landscape.

DISCUSSION ITEMS

Discuss Proposed Vehicle Use Policy

The Board once again discussed the proposed Vehicle Use Policy drafted by Ms. Robinson and reviewed by Town Counsel. The policy outlines how town employees are able to use their assigned vehicles.

The Selectmen will inform Ms. Robinson of any changes they would like to see before the next meeting in order for the Board to vote on it.

Motion to Execute Water Emergency Interconnect Agreement with the Grafton Water District

A number of years ago an emergency water interconnection was made with the Town of Grafton in order to provide water to Upton. This interconnection is located at the Town line on Williams Street. In beginning discussions with Northbridge for a similar arrangement the Town reviewed the file for Grafton and realized that only a draft of the agreement existed. An updated agreement has been reviewed by Town Counsel which states the Water District will to provide Upton with up to 400,000 gallons per day of water for up to a four-day period, the terms on how much Upton will pay for it and other pertinent details. This agreement makes no provision for Upton to provide water to Grafton, a pump station and associated equipment to do the same for them in not available.

Motion #3: Motion made by Selectman Fleming to enter into a contractual agreement and Execute a Water Emergency Interconnect Agreement with the Grafton Water District subject to the modification so noted.

Second: Selectmen Daugherty, Unanimous Chairman Brochu.

Review Draft List of Special Town Meeting Articles

Ms. Robinson provided the Board with a preliminary draft of articles for the November 15th meeting. These are generally comprised of budget adjustments, capital items that were not taken

up at the Annual meeting in May, CPC articles, and the Village Center Zoning Bylaw. The deadline for articles from other Boards or citizen was established as September 30th.

Selectman Fleming requested that item #4 be place first if possible.

Senator Moore

The Senator stopped into the Selectmen's meeting after attending the ceremony promoting Bruce Rivard to Lieutenant. He relayed the current happening at the State House and the Board also reminded him of the importance of Chapter 90 funding.

Follow up to employee correspondence

Passed over.

Pamela Goodwin updated the Board of the Upton Housing Authority Board requirements which mandates a resident on its Board citing Judith McGee appointment will be up shortly. She also requested sand and salt be provided in the rear of the Coach Road buildings by the DPW department. In conclusion she asked for the Board's assistance in having the UHA meeting postings more visible and accessible.

EXECUTIVE SESSION

The Board will enter into Executive Session under M.G.L. Chapter 30A, Section #21, Exception #3 to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

ADJOURN MEETING

Motion #4: At 7:37 pm motion was made by Selectman Fleming to adjourn.

Second: Selectmen Daugherty, Unanimous Chairman Brochu.

Respectfully submitted,

Sandra Hakala

Executive Assistant